

Tre Hargett, Secretary of State
State of Tennessee



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**Letter of Agreement for Reciprocal Lending
and
Elimination of Out-of-District Service Fees**

WHEREAS, the Nashville-Davidson County Public Library recognizes the importance of sharing public library resources, and has agreed to eliminate non-resident borrower's fees for materials;

WHEREAS, public libraries throughout the State of Tennessee recognize the importance of promoting access to intellectual materials available in locally supported public libraries;

WHEREAS, the parties to this agreement desire to fulfill their mission of providing access to resources for the betterment of the communities served;

HEREBY, the undersigned libraries agree to provide residents within the service area of each other's public libraries with:

- Free and open lending of (circulating) physical library materials with no extra fees or charges for non-residents.
- Free and open use of public library computers for internet access.

The undersigned parties also agree to the following measures:

- Each library shall establish its own criteria for patron registration.
- Each library shall establish its own policies for circulation, including fines or late fees and charges for lost or damaged materials.

- Libraries may limit non-resident access to online resources, and special services and collections.
- Patrons will be responsible for returning materials directly to the lending library.

The undersigned parties also agree to:

- Publicize this agreement once in place.
- Track and share non-resident usage data.

Name of Library

Authorized Signature/Title

Date
